

8.4 Business Blueprint Outstanding Items

The Outstanding Items appendix identifies the unanswered items that were accumulated from the Blueprint workshops. These items may include changes to statewide business processes, gaps in the proposed SCEIS solution or items that require additional research by the project team to validate how the requirement will be met. The outstanding items are identified with the information known to date and the action steps that are planned for concluding and closing the item.

During the Business Blueprint, the SCEIS team managed all outstanding items through the “open items database.” The items listed in the following table represent those outstanding items that are relevant to the design of the Business Blueprint document. All other outstanding items will continue to be managed by the SCEIS project team and results will be communicated via the SCEIS website upon closure of the open item.

Exhibit 8.4-1 Business Blueprint Outstanding Items

Item #	Description	Follow up action
376	Multiple Funding Source. There is a need to have the old PCA template functionality replicated in the SCEIS solution. How will we accomplish this?	This functionality does not exist in the current release, ERP 2004. The vendor is aware of the requirement and has development assigned to it. The software vendor is currently doing regression testing for this functionality for their next release, ERP 2005. As long as the State makes the decision to go live with the next release, this functionality will be available as standard capability.
573	Cities and Local Government (ie. Non-state agencies) use State central negotiated contracts. There is a need to have these represented in the system to get complete picture of business done against these contracts. How are we going to represent these entities in the system?	Recommended approach is to have these Government entities report all State term contract activity. This activity would be reported via a central procurement portal that would be maintained by ITMO/SPO. The next step is to establish a user group with these government entities to propose this solution.

Item #	Description	Follow up action
575	<p>Central Control and Maintenance of Master Data items. The MM and FI teams have identified the following Master Data elements in which they will be recommending that a Central State Group be established to control and creation and maintenance.</p> <ul style="list-style-type: none"> - Material Masters - Vendor Masters - Customer Masters - Chart of Accounts 	<p>The SCEIS Finance and Materials Management teams will perform a high level analysis of the staffing impact of moving these functions to a Central State Government Organization.</p>
597	<p>Is the electronic signature within SAP going to replace the paper signature within the State?</p>	<p>The SCEIS MM team has met with MMO legal (Keith McCook) to understand the implications of electronic signatures and their use in any future systems. The next step is to review the Business Process Flows and workflow procedures from the blueprint document with legal to get approval that the electronic signatures in SAP are a sufficient alternative to paper signatures.</p>
675	<p>Cash Control by Fund/Sub-fund and Business Area Not Available in the SCEIS solution.</p>	<p>This is true to an extent in that hard error controls do not exist when cash is in deficit by fund. This issue is only an issue for those funds that are controlled by cash. However, the SCEIS solution has robust reporting capabilities showing cash by fund and therefore making deficits by fund identifiable and correctable. Furthermore, RIB could be used to effect cash controls by increasing / decreasing authority by the amount of cash available in the fund. The State should identify each fund that has this true requirement and a solution can be implemented.</p>
727	<p>Investigate the potential of consolidating the SCBO functions.</p>	<p>The SCEIS team recommended that the State implement a centralized procurement portal for vendor and procurement business. The team is also working with SCDOR to get a better understanding of the functionality in SCBOS. The goal is to look at the central procurement portal recommendation, the functions of SCBO and SCBOS and see if there is any opportunity to integrate some of the functions.</p>

Item #	Description	Follow up action
728	Determine the requirements for written acknowledgements for procurement of vehicles within the Department of Safety.	The initial item was specific to DPS, however after further investigation it is understood that the same requirement exists for Statewide vehicle purchases. The SCEIS is working on incorporating a solution into the Business Blueprint for this requirement.
729	The SAP SRM product is releasing a component called Document Builder. This will be an important piece of functionality to satisfy the State's requirements have a tool for building solicitations using the standardized terms and conditions for procurement. The current understanding from SAP is that the State is not currently licensed for this product.	The SCEIS team is currently working through contacts in SAP to understand the full functionality of this product and to confirm the release date. The team is also working with Mike Spicer of ITMO to work the contractual agreement to understand fully what the licensing arrangement is with SAP.
736	Within Grants Management, the capability exists to budget and record indirect cost amounts against the grant. Direct costs against the grant will be budgeted and controlled. The need to budget and control indirect costs is undefined.	The initial recommendation coming from the blueprint workshops is to budget indirect cost and implement hard budgetary controls. Further examination of the impact and use will occur in Realization.
764	The Federal Government provides electronic wire transactions for reimbursement of most grant funds. Certain federal agencies have systems that allows a unique number to be associated with the draw request which would enable the automatic liquidation of receivables. Does a similar function exist in all systems where reimbursement is passed from the federal agencies to the State.	Agency systems will be analyzed during their implementation timeframe. Each system will be reviewed with the agency to determine if a reference field is available at the time of request and is passed along for receipt of the reimbursement. The inbound files received by the State Treasurer's Office will be reviewed to determine whether the information can be captured for application to a receivable.
766	Travel Management requires an implementation of Human Resources functionality as well as Finance functions. A short-term solution for Travel is necessary to capture the required information in Finance prior to the implementation of Human Resources.	Two options exists for a short-term travel solution: 1)develop a custom transaction and set of tables to capture the travel information in the SCEIS solution; 2)utilize an existing state agency travel solution that can be extended statewide. Each of these options will be reviewed with a recommendation coming from the project team on the desired approach.